



City of Burlington

HISTORIC PRESERVATION COMMISSION MEETING MINUTES THURSDAY, JUNE 23, 2011

Call to Order

The meeting was called to order by Chairman Stelling at 6:30 p.m.

Roll Call

Present: Chairman Tom Stelling, Commissioners Peter DeRosier, Peter Hintz, and Judy Stone were present. Commissioner Joel Weis was excused. Commissioner Erickson arrived at 6:37 p.m. Building Inspector/Zoning Administrator Patrick Scherrer was also excused. Stephanie Schulte of Racine County Economic Development Corporation was also present.

Citizen Comments

There were no citizen comments.

Approval of May 26, 2011 Minutes

Chairman Stelling entertained a motion. Commissioner Stone motioned to approve the minutes of the May 26, 2011 meeting. Commissioner Veronico seconded. All aye. Motion carried.

189 E. Chestnut St., Chase Bank – Certificate of Appropriateness – Signage

Steven Prohaska of Michael's Signs was present. Chairman Stelling entertained a motion. Commissioner Hintz motioned and Commissioner DeRosier seconded to recommend approval of the the Certificate of Appropriateness to the Common Council to conditionally approve some of the signage as per Sheets 3, 4, 6 & 9 of the memorandum dated June 2, 2011 of Meehan and Company, Inc. as follows:

Sheet 3.

The installation of one (1) rectangular-shaped, wall sign which measures 1' X 7'-0.5" (7.041 square feet in area with logo) on the W. Chestnut Street facing building facade. The sign is proposed to continue to be illuminated by two (2) existing goose neck lamps proposed to be painted to match the tan colored band of the building. The specific sign material is proposed to be acrylic (a type of plastic).

Sheet 4.

The installation of one (1) rectangular-shaped, wall sign which measures 1' X 7'-0.5" (7.041 square feet in area with logo) on the N. Pine Street facing building facade. The sign is not proposed to be illuminated. The specific sign material is proposed to be acrylic (a type of plastic).

Sheet 6.

The installation of one (1) rectangular-shaped,overhanging flag sign placed upon the W. Chestnut Street facing facade and which measures 25.25" X 36.25" (6.36 square feet in area). The bottom of the proposed overhanging sign is about 9-feet +/- in height as measured from the sidewalk. No signage illumination is proposed. The specific sign material is not indicated on the application. However, Meehan & Company, Inc.assumes (due to durability) the proposed sign is to be made of metal.

Sheet 9.

The installation of a total of six (6) drive-thru canopy-mounted, one-faced, internally illuminated directional signs, facing the on-site parking lot as follows:

- four (4) signs, each measuring 31" wide X 14.5" tall (3.12 square feet in area); and,
- two (2) signs, each measuring 10" tall X 36" wide (2.5 square feet in area).

All aye, except Commissioner Erickson who abstained. Motion carried.

132 W. Chestnut St., Racine County Opportunity Center-Certificate of Appropriateness

Jeff Cragg of Racine County Opportunity Center was present. A motion to recommend the Certificate of Appropriateness to the Common Council for approval of building paint colors of Copper Red and Peace Yellow and the addition of two (2) 1" x 9" boards to be affixed to the bottom edges of the two sides of the door on the front façade of the building as per the memorandum of Meehan and Company, Inc. dated June 6, 2011 was made by Commissioner Hintz and seconded by Commissioner DeRosier. All aye. Motion carried. A façade grant in the amount of \$75.00 was recommended and motioned by Commissioner Erickson, seconded by Commissioner Stone. . A roll call vote was taken: Stelling: Aye; DeRosier: Aye; Erickson: Aye; Hintz: Aye; Stone: Aye; Veronico: Aye; Weis: Excused.

404 N. Pine Street – Mark Starzyk, Certificate of Appropriateness, Door –

Mr. Starzyk was present and stated that he chose to repair and paint the door rather than replace it. Commissioner Veronico moved and Commissioner Erickson moved to recommend the Certificate of Appropriateness to the Common Council for the repair and painting of the front entrance door since meeting the conditions as set forth in the memorandum of Meehan and Company Inc. dated May 9,

2011 as follows: The restoration of the 36" x 86", wooden entrance door (with the addition of a latch and weatherstripping) and painting the door frame to include the replacement and refabrication of the door parts and frame, the removal of the existing protective screening, removal of the door window and replacement with "Plexiglass Lite" material, the addition of new decorative molding to the lower portion of the door, scraping and painting of the door jamb, the installation of weather stripping around the door, and the replacement of the door threshold. All aye. Motion carried.

388 N. Pine Street, Trend Setters, Linda LeClaire – Certificate of Appropriateness – Sign, Certificate of Appropriateness – Awning, Sign Permit Application and Façade Grant Application

Linda LeClaire, owner of Trendsetters was present. Chairman Stelling entertained a motion. Commissioner DeRosier motioned and Commissioner Veronico seconded to recommend the Certificate of Appropriateness to the Common Council for installation of awnings in colors presented since meeting the conditions as set forth in the memorandum of Meehan and Company Inc. dated May 19, 2011 as follows:

Awning approval subject to:-

- a. The application materials submitted by the applicant relating to the proposed awnings; and
- b. The various awning dimensions set forth in this memorandum; and
- c. The actual awning material to be used is to be in compliance with the above requirement and as approved by the Historic Preservation Commission prior to the issuance of a Certificate of Appropriateness; and
- d. Any additional conditions which may be recommended by the Historic Preservation Commission consistent with City Zoning Ordinance requirements for the HPO Historic Preservation Overlay District.

All aye. Motion carried.

Commissioner Veronico motioned and Commissioner DeRosier seconded to recommend the Certificate of Appropriateness to the Common Council for installation of signs since meeting the conditions as set forth in the memorandum of Meehan and Company Inc. memo dated May 19, 2011.

Signage approval subject to:-

- a. The signage lettering be reduced from the proposed 12.25 inches in height to a maximum of 12 inches in height in order to be Zoning Ordinance compliant;
and

- b. The proposed lettering currently proposed to cover about 65 percent of the total sign board area be reduced in size/amount of lettering to not exceed 60% of the sign board area in order to be Zoning Ordinance compliant; and
- c. Based upon the sign dimension drawing submitted by the applicant (as prepared by Graphic House, 1 Sheet, dated 4/14/2011), the proposed signage design and lettering do not appear to simulate historic signage and does not match the "Deco" style lettering shown in the larger submitted photo illustration of the proposed sign and awnings. Therefore, it is recommended that an alternative signage design and lettering be submitted to the Historic Preservation Commission (or a committee thereof) for review which addresses the use of historic lettering style and sign design which is more characteristic of the historic signage used in the HPO District of the City of Burlington; and
- d. The submission to the City Building Inspector of a revised signage drawing addressing conditions a., b, and c. above prior to the issuance of a Sign Permit and Certificate of Appropriateness; and
- e. Any additional conditions which may be recommended by the Historic Preservation Commission consistent with City Zoning Ordinance requirements for the HPO Historic Preservation Overlay District.

All aye. Motion carried.

Commissioner Veronico motioned and Commissioner DeRosier seconded to recommend the sign permit application to the Common Council. All aye. Motion carried.

Commissioner Veronico motioned and Commissioner DeRosier seconded to approve a façade grant in the amount of \$668.50 for the awnings and to approve a façade grant in the amount of \$250.00 for the signs per contingencies of Façade Grant report by RCEDC dated June 23, 2011. A roll call vote was taken: Stelling: Aye; DeRosier: Aye; Erickson: Aye; Hintz: Aye; Stone: Aye; Veronico: Aye; Weis: Excused.

Discussion of Current Projects and Response Team Updates

Chairman Stelling stated that there was nothing to report regarding any current projects or response team updates.

Review of Grant Funding Status

Chairman Stelling stated that Stephanie Schulte of Racine County Economic Development Committee was here to explain how to read the grant funding status report since there was some difficulty understanding it at last month's meeting. Stephanie stated that there was a second page that was missing from last month's report and again from this month's that would help in understanding how much the balance is. She further stated that there is \$26,000 left in the fund.

Discussion Concerning Potential/Future Projects and Notices of Violations in the Historic Preservation Overlay District

Application for the Certificate of Appropriateness

Per section § 315-42 of the HPO Historic Preservation Overlay District zoning ordinance, the following application must be completed when alterations in the architectural appearance of any structure within the HPO district is proposed.

Please provide the following:

1. Architectural plans, elevations, photographs, color samples and/or perspective drawings and sketches illustrating the design and character of all proposed alterations (except painting, see below) must be submitted. Said elevations and drawings shall indicate the location and placement of all auxiliary building equipment such as heating, ventilating, and/or air-conditioning equipment. These drawings are to be completed to a recognized architectural scale with the name of the project noted. Building plans shall be submitted with all detail drawn on each elevation. Plans drawn with partial building details indicated will be returned to the Applicant for redrafting.

For alterations consisting of painting only, color samples and photographs shall be submitted indicating the areas to be painted.

2. Applicant Name: Mike + Nickie Sullivan
3. Contact Name: _____
4. Name of Tenant: _____
5. Name of Business: Sullivan Real Estate Inv
6. What is (are) the existing use(s) of the building?: Retail
7. Telephone Number: 262-206-5490 Facsimile Number: 262-537-8085
8. E-Mail Address: thesullivangroupbuilders@live.com
9. Project Address: 256 E Chestnut, Burlington, WI
10. Mailing Address: 4503 376th Ave, Burlington, WI
11. Does the applicant own the project building? X Yes _____ No
12. If no, please list owner's name and address: _____
13. Architect or engineer's name and address: AKL - Neal Berdes
14. Date of submittal of plans: 7-7-11
15. Scale of drawings noted on each drawing: 1/8" = 1 Foot
16. Building type, size and location: _____
17. Height of building: _____
18. Exterior material samples to be provided: Paint

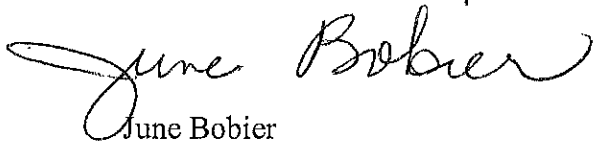
Beijing Gardens, 464 N. Pine St. – Chairman Stelling directed Secretary June Bobier to check the original Certificate of Appropriateness to see if the front upper entrance door was included.

Lucky Mojo's, 460 N. Pine St. - The Commission was apprised of the deadline for painting of building.

Adjournment

Chairman Stelling entertained a motion. Commissioner Veronico moved to adjourn the meeting and Commissioner Hintz seconded. All aye. Motion carried. The meeting was adjourned at 7:27 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "June Bobier". The signature is written in dark ink and is positioned above the printed name and title.

June Bobier
Administrative Assistant
City of Burlington